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BP-25-083

Minutes of Board Meeting of Dublin and Dun Laoghaire Education and Training Board (DDLETB)

Date: 15th September 2025

Time: 4:30 pm

Venue: DDLETB Head Office

Present:

Charlotte O'Donovan, Colm Kilgallon, Councillor Dean Mulligan, Councillor Eimear Carbone-Mangan, Councillor Jacqueline Burke, Councillor Michael Clark, Councillor Mick Duff (Cathaoirleach), Councillor Thomas Joseph, Councillor Vicki Casserly, Councillor Yvonne Collins, Dara Fitzpatrick, David O'Connell, Ken Farrell, Sarah Widaa, Wayne Carey

Apologies: Brigid Manton, Claire McGing, Councillor Angela Donnelly, Councillor Eoghan Dockrell, Councillor John Walsh, Councillor Pamela Kearns

In Attendance:

Caitríona Murphy, Chief Executive; Joanne McCloskey, Director of Further Education and Training; Nichola Spokes, Director of Schools; Mark McDonald, Director of Schools; Paul Turner, Director of Organisation Support and Development; Thea Jordan, Public Affairs Officer; Claire Keane, Governance; Mairead Walsh, Head of Treasury; Ross Lynam, Head of Buildings and Capital Projects

Documentation:

Uploaded Electronically

Welcome

Cathaoirleach, Cllr. Mick Duff welcomed members to the meeting.

1. Apologies/Condolences

Apologies from Brigid Manton, Claire McGing, Councillor Angela Donnelly, Councillor Eoghan Dockrell, Councillor John Walsh, Councillor Pamela Kearns were noted.

Condolences were extended to all families of staff who have been bereaved since the last board meeting.

2. Declaration of Conflict of Interest

No conflicts were declared.

3. Matters for the Resolution of the Board

3.1 Minutes

The minutes of the previous meeting held on 16th June 2025 were adopted.

Proposed: Charlotte O'Donovan, **Seconded:** Cllr. Eimear Carbone-Mangan

3.2 Adoption of the Board Terms of Reference and Standing Orders

The Board approved the adoption of the Board Terms of Reference and Standing Orders.

Proposed: Ken Farrell, **Seconded:** Colm Kilgallon

3.3 Boards of Management

- The appointment of Ronan McLoughlin as ETB Representatives to the Board of Management of **Coláiste Pobail Setanta**

Proposed: Cllr. Eimear Carbone-Mangan, **Seconded:** Wayne Carey

- The appointment of Stiofán Ó hIfeárnáin as Teacher Representatives to the Board of Management of **Coláiste Chilliaín**

Proposed: Cllr. Eimear Carbone-Mangan, **Seconded:** Wayne Carey

3.4 Committee Members Claims

The Executive requested that Board members submit any outstanding claims.

3.5 ETBI General Secretary Resignation

Paddy Lavelle has announced that he will retire in March 2026. It was agreed that the Chair would write to the Department of Education and Youth (DEY) on behalf of the Board in relation to the the process for the permanent DDLETB Chief Executive post.

3.6 Short Term Funding Provision

It was agreed on the proposal of Wayne Carey, seconded by Cllr. Yvonne Collins to seek approval to secure an overdraft facility, in the event that it may be required by year end.

3.7 Schedule of DDLETB Board Meetings for the academic year 2025-2026

The Board agreed the following meeting dates:

- Monday 20th October 2025
- Monday 17th November 2025
- Wednesday 25th February 2026 – Service Plan Approval (Hybrid)
- Wednesday 25th March 2026 – Annual Financial Statement Approval (Hybrid)
- Monday 18th May 2026
- Monday 15th June 2026

The Executive to formally communicate agreed meeting dates with the Councils to avoid scheduling conflicts.

3.8 ETBI Annual Congress

The Executive expressed the importance of the 1-day ETBI Annual Congress on 9th October and encouraged members to attend where possible.

3.9 College of the Future

DDLETB have identified and secured our preferred site in the Swords area. The price and location remain confidential, as this information is commercially sensitive however the Board were provided with an indicative figure. The Executive assured the Board that the purchase represents good value for money and an excellent location, consistent with DDLETB's bidding strategy. DDLETB are currently carrying out the necessary due diligence on the site with a view to proceeding to purchase. The Board approved the purchase of the land by DDLETB on successful completion of the due diligence.

Proposed: Wayne Carey; **Seconded:** Cllr. Yvonne Collins

4. Matters for noting by the Board

4.1 Committees of the Board – Noted

4.2 Correspondence from the Department – Circulars and Correspondence – Noted

4.3 Corporate Procurement Plan and Multi-Annual Procurement Plan – Noted

4.4 Dual Purpose Centres and Funding

DDLETB have engaged with the DEY over the summer months in relation to the dual-purpose sports centres. DDLETB continue to engage with local authorities in relation to suitable and sustainable funding models. The Board reiterated their support in relation to this matter.

4.5 Board of Management Training for Schools

The Executive will provide training on the role of the Boards of Management in October and training for the Chair and Principals in December.

4.6 Board Presentation Schedule – 2025/2026 academic year

The Board agreed to the following Board Presentation Schedule

- October – Child Protection
- November – Strategy
- February – Sustainability
- March – School and Further Education and Training (FET) Building Projects
- April – Youth Services
- May – Further Education and Training
- June – Cyber Security / Artificial Intelligence

4.7 Board Self-Assessment Questionnaire

The Executive to issue the questionnaire to Board members with a 2/3-week completion period.

4.8 Forms – Board Confidentiality and Board Declaration of Impartiality

Annual completion required to enforce requirements of the Code of Practice for the Governance of ETBs.

4.9 Special Schools Update

Appointment of Nichola Spokes as a single school manager to Belmayne CSS and Lucan CSS. An update of school building progress, admissions and recruitment were provided and discussions followed in relation to the two new special schools and Lucan and Belmayne. Discussed available wrap around services and DDLETB confirmed that they are awaiting their allocation in this regard. The Board were updated on the works that have been completed in Danu over the summer months and the ongoing work on the modular extension.

5 Matters Submitted by the Executive

5.1 Reports from Chief Executive

Chief Executive and Director reports circulated in Board pack and verbally presented to the Board.

5.2 Finance Report

Finance report circulated in Board pack in advance of meeting and noted by the Board. Mairead Walsh presented the Finance report to the board.

5.3 Buildings Report

Building report circulated in Board pack in advance of meeting and noted by the Board. Ross Lynam discussed progress in relation to the following projects;

- Gaelcholáiste Reachrann
- Mount Seskin Community College
- Lucan Community College
- Castleknock Community College
- Danu Community Special School
- Lucan Community Special School
- Belmayne Community Special School
- FET Clondalkin
- College of the Future
- Tallaght Training Centre
- PV Panels

5.4 Staff Profile

Appointments and promotions; retirements - noted

5.5 Policies – noted

Policies - Noted

Risk Register – noted

6 Matters Submitted by the Board

Eoghan Dockrell has resigned from the Board. We await Fingal County Council's confirmation of the appointment of a new representative to the Board.

7. Date of Next Meeting

20th October 2025 at 4:30pm